

NEOA Board Meeting - September 20, 2024

In-Person & via Zoom

Call to Order at 9:00 AM

- Roll Call at **9:02 AM**

Quorum Established at 9:06 AM – see end of minutes or attendance spreadsheet for details

- 25 of 33 voting members present at roll call (of which 18 are paid)

Approval of Agenda - President Yara Zoccorato presents agenda.

Action: To approve the agenda

Motion by: Rick W.

Friendly Amendment: Chris L. corrects agenda to read that the Treasurer will put forth the budget for approval, not the Finance Chair.

Second by: Arielle D.

Motion carries, unanimously

Secretary Report - Submitted by Julie Coon

Action: To approve June 2024 minutes

Motion by: Beagle B.

Second by: Brian P.

Motion carries, unanimously with 4 abstentions

Committee Chair Assignments - Submitted by Yara Zoccorato

Action: To approve committee chairs

Motion by: Ramon G.

Second by: Josh G.

Motion carries, unanimously with 0 abstentions

Treasurer's Report - Matt (Beagle) Bourgault reports out.

- Goals are to process all incoming payments and make all payments in a timely manner, as well as complete transparency with receipts and bills in the Box drive.
- FY2024 Budget - spent a lot more than brought in, by over \$50k. The conference was overspent by about \$28k, attendance/registrations were down by almost the exact same amount. The VT conference hotel was budgeted on the 2020 amounts (holdover from COVID), which underestimated the increase in costs.
- Beagle gives an overview of the two proposed budget options:
 - o Budget A: Has a deficit between expenses and income (~\$12k), can be accounted for with our reserves to offset AMLI.
 - o Budget B: If we don't want to pull from reserves and have a more balanced budget, B reduces officer travel (COE), the Policy Seminar dinner, and converts one in-person board meeting to virtual.

NEOA Board Meeting - September 20, 2024

In-Person & via Zoom

- Josh G. & Melissa G. discuss that pulling from reserves can't become a regular practice. Perhaps a one-time pull this year, but it's not sustainable.
- Linda S. asked if we've pulled from the reserves before? Yes, Beagle confirmed that we've done it multiple times over the last 2 years, as we've spent more than we've brought in.

Action: To approve Budget A

Motion by: Rick W.

Second by: Jessica C.

Discussion: Beagle generally wants a balanced budget (B), but this year has AMLI and wants to note that it won't be sustainable to keep pulling from reserves in the future.

Motion carries, 17 yays, 1 nay with 0 abstentions

Finance Committee Report - Chris Lee reports out.

- Goals: 1) To look financially forward on a 5-year plan that aligns with our strategic plan, and 2) To develop innovative ways to support the membership and state associations so that finances are not an obstacle to engaging with NEOA.
 - Re-evaluate Policy Seminar expense reimbursements. Would like to know what all the State Associations are reimbursing for Policy annually.
- Reconciled through August 2024.
- Checking account balance as of Sept. 17, 2024 was: **\$169,012.27.**
- SBLI funds (\$100k) will get moved into a TD Bank savings account and/or CD that would earn interest. Chris L. is having trouble accessing account info online.
 - Ginny W. asked if we've ever considered having a fundraiser for an endowed account to offset costs for AMLI? Perhaps Corporate Development or alumni or COE leadership?
 - Lindsay C. & Dylan B. echoed that ELI is also expensive and NEOA has to decide if they will continue to supplement that. COE should be more transparent about the costs and time commitment.
- See Chris' finance report for more details.

Past President's Report - Lindsay Carpenter reports out.

- Met with Yara & Arielle regarding role transitions, attended COE committee meetings, and participated in a conversation with Strada Education Foundation (per invite from COE) regarding college affordability.
- Randy S. was presented with the Walter O. Mason award at the COE Conference.
- Goals: 1) Meet our regional FairShare goal, 2) Document the nomination process for records and transparency, and 3) Present a full slate of officers for the annual meeting in April 2025.
- NEOA exceeded its FY2023 FairShare at 119%. This year's goal is \$216,854 and we are at 14% of that goal.

NEOA Board Meeting - September 20, 2024

In-Person & via Zoom

- Attended the Sept. COE Board Meeting and Annual Conference in NYC.
- Worked with Lynn, Craig, and Beagle to finalize the AMLI participants.
- Attended Newcomers Reception at COE Conference.
- Will serve on 3 COE committees this year.
- See Lindsay's board report for more details.

President's Report - Yara Zoccarato reports out.

- Goals: 1) Increase NEOA's online and social media presence, 2) Boost membership engagement and participation through events and committee involvement, and 3) Encourage collaboration between NEOA committees.
- Would like to attend all state conferences - still need dates for RI and VT.
- Met with each committee chair and elected officers to discuss goals.
- Co-chairing the COE Alumni committee and will be a member of the Budget & Finance committee.
- See Yara's board report for more details.

President-Elect's Report - Arielle Derival-Joseph reports out.

- Goals: 1) Build relationships with all past-presidents and committee chairs, 2) Sit in on 1-2 meetings per committee, and 3) Review and understand the bylaws.
- Can I move forward with RFPs for the 2025-2026 board meetings and events? Yes. January 2026 would be a virtual meeting, except TRIO Day committee members.
- See Arielle's board report for more details.

Vice-President's Report - Heather Bacchiocci reports out.

- Met with Yara regarding the RI conference. Our next committee meeting is next week on Tuesday, 9/24/24 @ 9am. Will send out a calendar invite.
- Met with Crown Plaza event manager (Ashley Miser), reviewed conference contracts & budgets. Shout out to Julie F. for sharing her conference google folder.
- Compiling list of political contacts to potentially invite to the conference.
- Discussing theme ideas.
- Will get my board report in the Box drive soon.

Break (10:30 AM - 10:45 AM)

Committee Reports:

Alumni - Randy Schroeder reports out.

- See Randy's board report.

Advocacy - Sarah Morrell reports out.

- See Sarah's board report.

NEOA Board Meeting - September 20, 2024

In-Person & via Zoom

By-Laws - Brian Post reports out.

- Would like to fine-tune the Board evaluation for next year.
- Put together a Board manual - will get a hard copy to those who were not here.

Corporate Development - Ramon Gonzalez reports out.

- Ramon has reached out to Genius Potential, and will reach out to all sponsors who participated at the conference last year.
- Shared a sponsorship flyer via email this morning with the Board.

Diversity, Equity and Inclusion - Mona Savastano reports out.

- Goals: 1) Provide DEI professional development workshops and trainings, 2) Work with PD committee, and 3) Prepare to host a DEI session at the annual conference.
- Castro Collaborative does not have our final survey responses?
- See Mona's report for goals and details.

Historian - Reggie Jean reports out.

- Has a meeting scheduled with past president Michael Dennehy to discuss NEOA history and archives.
- Referenced "Milestones of TRIO History" document by John Groutt

Membership - Taryn Tompkins reports out.

- Currently have 51 paid members and 39 unpaid.
- Goal is to meet or exceed 286 members.
- Sent out email reminder to membership to renew now, not right before the conference.
- Stephanie C. has expressed interest in joining the membership committee.
- Will meet with Brian P. (bylaws) about membership levels and language.
- Jess C. confirmed that the P.O. box has been renewed.

NEOA Achievers - Adam Keese reports out.

- Will be putting a call out for committee members.
- Moving forward and getting ready to start the nomination process - deadline is Feb. 1st - must be a paid member to nominate.

Professional Development - Lynn Ploof-Davis reports out.

- Goals: 1) Create/update policy and procedure manual for PD, 2) Strengthen PD opportunities for the membership, at least 3 events, and 3) Increase applications to the Jerry Ellis Professional Development Fund.
- 15 members were accepted into the AMLI (everyone who applied) - see report for names. They will be billed soon.
- Reggie J. asked if the Jerry Ellis Fund could be used for ELI reimbursement. Linda S. said AMLI costs should be the responsibility of the individual programs. The Fund did help

NEOA Board Meeting - September 20, 2024

In-Person & via Zoom

one person attend Policy (who was part of ELI), but did not discuss if it could be used for ELI specifically.

Public Relations - Linda Shiller reports out.

- Goals: 1) Strengthen NEOA promotional processes and develop a long term plan, and 2) Coordinate what NEOA puts out in newsletters and social media posts.
- Feedback would be very helpful about what membership wants to read about.

Retirees - Gaelyn Hastings reports out.

- Goals: 1) Build rapport, and 2) Solidify systems (see board report for details).
- Beagle asked how Gaelyn defines “retiree”. Will be worked on as part of goal #2. Linda S. clarified that some of this was discussed last year and minutes should be reviewed.
- Reggie J. asked if the committee is open to suggestions about reaching out to retirees? Gaelyn said, “Yes!”
- Stephanie C. expressed interest in joining the Retirees committee.

Strategic Planning - Rick Williams reports out.

- Rick reviewed the Strategic Plan yesterday and asked for the Board’s continued support.

Technology - Casey Henderson reports out.

- Goals: 1) Migrate NEOA website to SquareSpace, and 2) Recruit a Technology Committee Co-Chair to serve alongside me next year (2025-2026) with the goal of stepping in as Chair for the 2026-2027 year.
- Will send out invites to join the committee.
- Would like some photos and graphics for the new website.

TRIO Day - Becky Carasquillo & Heidi Dyer report out.

- Goals: 1) To provide an exciting and informative TRIO Day in Nashua, NH, and 2) To invigorate and inspire other NH members to step up and volunteer to be state or regional board members.
- Planning to meet with Randy S. next week about tips and best practices.
- Sent out an email invite to garner committee members, still accepting more.
- Plan to be fiscally responsible throughout the planning and event.
- Arielle D. brought up a reminder to also include GEARUP and other TRIO programs.

NEOA Board Meeting - September 20, 2024

In-Person & via Zoom

State Reports:

Connecticut - Jessica Coronel reports out.

- Goals: 1) Increase membership and involvement (do not have a president-elect right now), and 2) Plan a conference for December.
- Hopes to also encourage more memberships to NEOA.

Maine - Michelle Richards reports out.

- Goals: 1) Fill vacant positions and bolster membership, and 2) Update strategic plan for 2025-2030.
- State conference will be January 8-10, 2025 in Augusta, ME. Overlaps with January Board Meeting.
- See Michelle's board report for more details.

Massachusetts - Kevin Linton is not present, Bryan Landgren reports out.

- State conference is coming up in 2 weeks - very excited! Today is the last day for regular conference registration. Conference rates/levels have worked really well.
- Bryan L. met with Kevin L. to help transition the leadership.
- See Kevin's board report when posted in Box.

New Hampshire - Josh Gagnon reports out.

- Goals: 1) To work on a Strategic Plan, and 2) Bring in other educational opportunity programs to NHEOA for collaboration.
- Would like to add on a President-Elect position.
- Excited to work with Becky & Heidi on TRIO Day.
- NH State Conference is October 24th in Concord, NH.

Rhode Island - Milary Tavarez reports out.

- Working on being reinstated to NEOA and paying past dues.
- Having a meeting next week to talk about our state conference.

Vermont - Dylan Bertolini reports out.

- Last year's VT State Conference was held in the spring (2024), felt it would be too soon to have it again this October, but wants to get back on track next year in October 2025.
- Goals: 1) Provide profitable PD opportunities to collect funds for our VEOP scholarships, and 2) Plan a great conference for next year.

Old Business:

- Yara Z. mentioned that the awards that needed to be corrected, as of the June 2024 meeting, have been corrected and Rick W. will transport those for delivery.



NEOA Board Meeting - September 20, 2024

In-Person & via Zoom

New Business:

- Reggie J. mentioned on behalf of Sarah M. a reminder to apply for state initiatives.
- Reggie also mentioned the New England Council events, participation is encouraged.
- Lindsay C. mentioned the Paul Spraggins grant - deadline is Dec. 1st., as well as the state initiative grants.

Motion to adjourn: Melissa G.

Seconded by: Ramon G.

Motion carries, unanimously, at 11:57 AM

**Next Meeting:
November 15, 2024
Newton, MA**



NEOA Board Meeting - September 20, 2024

In-Person & via Zoom

2024-2025 NEOA Board Members				
VOTING MEMBERS -September 20, 2024				
OFFICER/CHAIRPERSON	NAME	Voting	Unpaid	Absent/Late
Executive Board:				
President:	Yara Zoccarato	X		
Past President:	Lindsay Carpenter	X		
President-Elect:	Arielle Derival-Joseph	X		
Vice-President, Conference Co-Chair:	Heather Bacchiocchi		X	
Secretary:	Julie Coon	X		
Treasurer:	Matt Bourgault	X		
State Presidents:				
CT	Jessica Coronel	X		
ME	Michelle Richards	X		
MA	Kevin Linton		A	A
NH	Josh Gagnon	X		
RI	Milary Tavarez		L	L
VT	Dylan Bertolini	X		
State Liaisons:				
CT	Fiorela Hidalgo		L	L
ME	Ginny Ward	X		
MA	Naomi Brown-Jones	X		
NH	Melissa Goyait-Heikkinen	X		

NEOA Board Meeting - September 20, 2024

In-Person & via Zoom

RI	Stephanie Cruz	X		
VT	Michele Feiner		A	A
Standing Committees Chairs:				
Advocacy Chair	Sarah Morrell		A	A
Alumni Chair	Randy Schroeder	L		L
Corporate Development Chair	Ramon Gonzalez		X	
Diversity Chair	Mona Savastano		X	
Finance Chair	Chris Lee	X		
Membership & Credentials Co-Chair	Taryn Tomkins		X	
Membership & Credentials Co-Chair	Rachelle Lappinen		X	
NEOA Achievers Co-Chair	Adam Keese	X		
NEOA Achievers Co-Chair	Rachel Casey	A		A
Professional Development	Lynn Ploof-Davis		X	
Public Relations Co-Chair	Linda Shiller Cormany		X	
Public Relations Co-Chair	Bryan Landgren		L	L
Technology	Casey Henderson	X		
TRIO Day Co-Chair	Becky Carasquillo	X		
TRIO Day Co-Chair	Heidi Dyer	X		
COUNT OF VOTING MEMBERS PRESENT:			18	
<i>*Only 1 co-chair per committee votes & is counted here, if paid</i>				
NON-VOTING MEMBERS				
Ad-Hoc Committees				
By-Laws Chair	Brian Post		X	



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In-Person & via Zoom

<i>Conference Co-Chair</i>	<i>TBD</i>			
Historian	Reggie Jean			L
Retirees Chair	Gaelyn Hastings		X	
Strategic Planning Chair	Rick Williams		X	
Guest				
Guest				
COUNT OF NON-VOTING MEMBERS PRESENT:			4	